

**COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING**  
**Private Security Advisory Committee**  
Tulsa County Sheriff Office ♦ 301 W First St ♦ Tulsa, Ok  
December 9, 2015 at 10:00 am

## **MINUTES**

**Committee Members Present:**

Mr. William (Bill) J. Price, Chairman  
Mr. Louis Maltos, Vice Chairman  
Mr. Martin Herman  
Mr. Wayne Pauley  
Mr. Rick Van Auken  
Mr. Robert Smart

**CLEET Staff Present:**

Mr. Steve Emmons, Executive Director  
Mr. Charles Gerhart, Assistant Director  
Ms. Natalie Johnston, PSAC Secretary

**Guest Present:**

Angela Handshumaker

**1. Call Meeting To Order**

Chairman Price called the meeting to order at 10:00 am. Roll was taken. . A quorum was present.

**2. Approval of Minutes**

The committee reviewed the minutes of the September 9, 2015 regular meeting.

**Action Taken:** Mr. Martin Herman made a motion to approve the information as presented. The motion was seconded by Mr. Robert Smart. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Martin Herman voted yes; Mr. Wayne Pauley voted yes; Mr. Robert Smart voted yes; Mr. Alan Grayson abstained and Mr. Rick Van Auken voted yes. The motion carried unanimously 6-0.

### **3. Legal Update on Private Security Complaints**

Ms. Cathi Streater provided handouts to the committee via Ms. Natalie Johnston. The committee reviewed the handouts. Mr. Louis Maltos requested the handouts (if possible) to be emailed with the agenda prior to the meeting for more in depth review.

**Action Taken:** Mr. Alan Grayson made a motion to approve the information as presented. The motion was seconded by Mr. Martin Herman. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Martin Herman voted yes; Mr. Wayne Pauley voted yes; Mr. Robert Smart voted yes; Mr. Alan Grayson voted yes and Mr. Rick Van Auken voted yes. The motion carried unanimously 7-0.

### **4. Update on Private Security Division**

Ms. Natalie Johnston reported the activity of the Private Security Division for the current quarter of October 1, 2015 to December 9, 2015: 9233

Individual license Issued: 721

AGI: 47

API: 12

ASG: 255

UPI: 18

USG: 389

Agency License Issued: 39

PIA: 29

SCHOOLS: 1

SGA: 9

Temporary Out of State License Issued: 19

Total Complaints submitted to Legal since last meeting: 15

Mr. Louis Maltos had questions regarding the OSBI Name Based Check any fees CLEET can possibly charge or even perform these checks to help the process move quicker. Executive Director Emmons discussed we do not have the ability to run these checks and do not want to take away revenue from OSBI. Director Emmons explained to the committee CLEET has not had any luck getting approvals for fee increases and the issue being when you open up a bill all it takes is for a legislature to decide to rearrange the contents of that bill and possibly take away the funds from OSBI. Director Emmons advised the committee the division turns the license around as quickly as possible usually within 45 days. Assistant Director Gerhart explained due to undisclosed criminal history we have had to slow the process down some so no license were slipping through the cracks for those who should not be licensed. Ms. Natalie Johnston did advise the committee an OSBI name check has to be the original if receiving the form from the individual but our office will receive a faxed copy of the form as long as the Licensed Agency is the requestor and submit a cover letter acknowledging it is a fax with the results when sending in the application or renewal. The OSBI name check is required

for all renewals. Receiving the OSBI name check with the application can speed up the process for a conditional license.

Mr. Emmons advised the complications CLEET is having with the Retired Peace Officer carry permits and we cannot issue any until this is resolved. This was an ongoing discussion Mr. Maltos asked how late fees were implemented for renewals. Ms. Natalie Johnston advised the late fees are assessed if the renewal is postmarked after the expiration date of the individual license. Ms. Johnston advised the committee we no longer accept faxes with identifiers of an individual; doing so is a privacy liability for CLEET. Director Emmons advised with Mr. James Wilson he is very proactive and when changes are needed he will get them done. Director Emmons advised if the committee had any suggestions or ideas email himself or James Wilson. Mr. Wayne Pauley asked for an update on the rebuild of the new BIM software. Director Emmons explained CLEET has finally got the approval from OMES to hire an IT person to help our current IT manager so he can start on the software rebuild. The IT job has been posted on CLEET website. Director Emmons stated the timeframe for completion is 9-12 months from start to finish.

**Action Taken:** Mr. Wayne Pauley made a motion to approve the information as presented. The motion was seconded by Mr. Rick VanAuken. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Martin Herman voted yes; Mr. Wayne Pauley voted yes; Mr. Robert Smart voted yes; Mr. Alan Grayson voted yes and Mr. Rick Van Auken voted yes. The motion carried unanimously 7-0.

## **5. Executive Director Update**

Executive Director Steve Emmons addressed the committee and advised the agency is functioning properly and everyone continues to work hard despite any budget shortfalls. Director Emmons advised the committee Mr. James Wilson works to clean up the legal language yearly for CLEET.

The committee had an ongoing discussion with Director Emmons regarding the bills CLEET has proposed to legislature. The committee has received in a handout what bills were proposed. One of the bills that affect Private Security is requesting a fee increase for duplicate license. The fee would increase from \$8 to \$15. Assistant Director Gerhart explained with the new licensing machine it costs more to make the license.

Mr. Maltos asked for clarification if a complaint is made towards an individual or agency does it become part of their file. Director Emmons advised the complaint would become part of the file but would only release with a subpoena. The Oklahoma Open Records Act is clear what CLEET can release.

Director Emmons reminded the committee Private Security is a revolving fund and legislature could take money at anytime. Director Emmons advised the committee the private Security fund is healthy at this time. Cleet has their first budget meeting on December 17, 2016 and would not make any decisions on cuts until May'16. The intent of CLEET is not to push anymore cuts on individual Police Departments as was done last fiscal year but will look internally for ways to cut and try not to cut staff as we are already working with the bare minimum. Some areas we are

looking to cut is Continuing education classes and bringing the field representatives to Ada instead of in the field.

The committee discussed the differences in expunged records, dismissals and deferments. CLEET has biggest issue with deferment due to hearing judge does not see it as a conviction therefore the applicant can receive a license in certain cases.

Mr. Maltos asked who is designated to request a hearing and who hears the case. Director Emmons advised CLEET presents the case to the hearing judge. Assistant Gerhart advised all complaints are sent to legal and a legal file is opened. Once the complaint has been filed it is passed to a disciplinary committee which consists of four people two law enforcement and two non law enforcement. The committee has the authority to make decisions on the information they receive to review.

**Action Taken:** Mr. Louis Maltos made a motion to approve the information as presented. The motion was seconded by Mr. Martin Herman. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Martin Herman voted yes; Mr. Wayne Pauley voted yes; Mr. Robert Smart voted yes; Mr. Alan Grayson voted yes and Mr. Rick Van Auken voted yes. The motion carried unanimously 7-0.

## **6. 2016 Meeting Dates**

No changes to proposed meeting dates for 2016

Wednesday March 9, 2016

Wednesday June 8, 2016

Wednesday September 7, 2016

December 7, 2016

**Action Taken:** Mr. Robert Smart made a motion to approve the information as presented. The motion was seconded by Mr. Wayne Pauley. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Martin Herman voted yes; Mr. Wayne Pauley voted yes; Mr. Robert Smart voted yes; Mr. Alan Grayson voted yes and Mr. Rick Van Auken voted yes. The motion carried unanimously 7-0.

## **7. New Business:**

Angela Handshumaker introduced herself to the committee as she is the Private Security case worker for Goodwill Industries of Tulsa. She stated she received important information from the committee during the meeting. Her biggest concern was the licensed agencies not allowing the time off to take required courses if the applicant was working with a conditional license.

**Action Taken:** No action required

## **8. Adjournment:**

**Action Taken:** Mr. Alan Grayson made a motion to approve the information as presented. The motion was seconded by Mr. Robert Smart. A vote was taken. Chairman Bill Price voted yes; Vice Chairman Louis Maltos voted yes; Mr. Martin Herman voted yes; Mr. Wayne Pauley voted yes; Mr. Robert Smart voted yes; Mr. Alan Grayson voted yes and Mr. Rick Van Auken voted yes. The motion carried unanimously 7-0.

The December 9, 2015 meeting of the Private Security Advisory Committee adjourned at 11:10 am

Minutes of this meeting were recorded by Natalie Johnston, PSAC Secretary.